

~~SECRET~~*Bill
What gives?**NO OL!**D/L*
DD/L
FC
ARDDDA 87-2147
8 October 1987

MEMORANDUM FOR: Director of Central Intelligence

FROM: William F. Donnelly
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 8 October 1987

2. The Office of Personnel (OP) processed new Voluntary Investment Plan applications during FY 1987 compared to 235 in FY 1986. This remarkable increase is partly attributable to the Plan's recent publicity efforts and the heightened awareness about retirement planning.

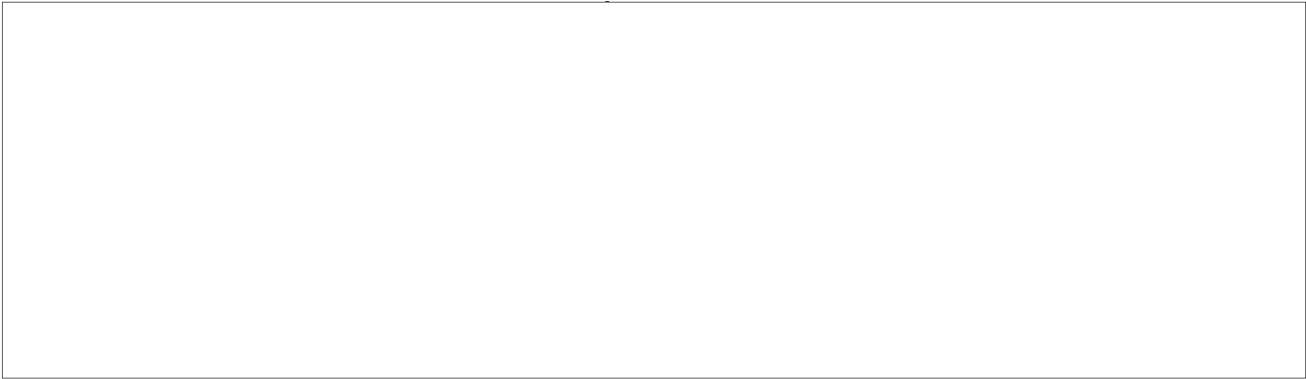
3. OP reports that during 1987 awards presented to Agency employees totaled nearly an increase of almost over 1986.

4. The Office of Training and Education has scheduled the first overseas runnings of Managing and Leading in CIA, mandatory courses for all new supervisors.

SECRET

S E C R E T

25X1



8. The Office of Information Technology has installed IBM computer devices used to store and retrieve data that increase computer storage capacity by 50 percent. The Agency is the first IBM customer to install the new devices.

25X1



for William F. Donnelly

S E C R E T

DD/L [initials]
EC [initials]

8 October 1987

NOTE FOR: Deputy Director for Administration

25X1 FROM: [redacted]

Director of Logistics

SUBJECT: Breakfast Bullets for the Week of 12 October 1987

25X1 Following are some OL activities which you may wish to include in your discussions with the DCI on Tuesday:

25X1 ° New Headquarters Building: The Office of Logistics
25X1 anticipates taking possession of the third floor of the North Tower on 13 October. [redacted]

S E C R E T

Page Denied

S E C R E T

EO

DDL

DL

IMSS

7 October 1987

No ce for D/L
(frowning face)

MEMORANDUM FOR: Deputy Director for Administration

FROM: John M. Ray
Director of LogisticsSUBJECT: Report of Significant Logistics Activities for
the Period Ending 6 October 1987 1. Events of Major Interest That Have Occurred During the
Preceding Week:

a. OL completed the final phase of the Foreign Broadcast Information Service relocation on 5, 6, and 7 October. This relocation consisted of 26 workstations, 93 people, and miscellaneous equipment.

* b. OL reports that on 30 September, the architectural and engineering firm of Dewberry and Davis began surveying at Saville Lane in preparation for the design of a vinyl chain-link fence and jogging track on the Headquarters property. All survey and design work will be completed by 24 December.

c. The following events are reported in relation to the New Headquarters Building (NHB):

(1.) OL has tasked an independent survey firm to verify that the grading and site work done by the NHB contractor in the areas between the northwest side of the NHB and the Printing and Photography Building has been done in accordance with the construction drawings and to recommend corrective action, if required. This survey area flooded during the weekend of 12 September causing water and mud damage within the NHB. The area was monitored during the heavy rains on 3 October with no evidence of water buildup or movement of soil. The survey should be completed by 9 October.

S E C R E T

S E C R E T

(2.) On 6 October, OL officers and representatives from Centex Corporation and General Services Administration, met to discuss the status of the NHB project. Particular emphasis was placed on the Agency's need to prepare the building for occupancy in mid-January 1988. The Chairman of the Board appeared to be most cooperative and directed the President and Vice President to evaluate what resources would be needed to meet the Agency's schedule.

g. During September, the Data Control Branch, Supply Division, OL updated 13,011 line items in the Inventory Control System with procurement information, which is an all-time high.

*I'm afraid
this means
absolutely
nothing to
the degree
it's only
apparent
upstream.*

S E C R E T

S E C R E T

25X1

25X1

k. OL reports that printing of the CIA Contracting Manual and the Guide for Solicitation Provisions and Contract Clauses was completed on 2 October. The publication of the manual represents the completion of a major milestone established as a Coopers and Lybrand initiative for FY 87. [redacted]

25X1
25X1

l. The total number of contract and funded amendment actions input by OL into the Contract Information System (CONIF) during September 1987 was [redacted] representing 29 percent of all actions input for FY 87. This compares with [redacted] actions input in September 1986, or 23.5 percent of the actions input in FY 86. During the last two weeks of FY 87, CONIF input [redacted] actions compared with [redacted] last year. The additional input for FY 87 was accomplished in spite of 16 hours of system downtime in the last two weeks of the fiscal year. Had it not been for system downtime, all input by CONIF would have been completed by 2 October, as initially scheduled. Actual input was completed by 1330 hours on 3 October. [redacted]

25X1
25X125X1
25X1

25X1

o. OL reports that on 30 September, work began backfilling the excavation which holds the two large uninterruptible chilled water system storage tanks. Prior to backfilling, the tanks were pressure tested at 200 pounds per square inch. (Brochure attached) [redacted]

25X1

p. During this reporting period, representatives from OL attended the Congressional Budget Justification Books (CJB) contributors meeting held at the Community Headquarters Building. The meeting afforded an opportunity to meet the Agency contacts and discuss the production of the CJB's this year. [redacted]

25X1

3

S E C R E T

*we did, but not in the ACRB
although we went in 77?
over FY-86???*

S E C R E T

25X1

25X1

25X1

25X1

r. OL reports that due to the recent Foreign Broadcast Information Service move from Key Building [redacted] an abundance of parking spaces have been vacated at Key Building. In order to distribute them fairly, the OL Parking Coordinator will make a temporary reallocation of all spaces at Key Building by 16 October. When all moves are completed at Rosslyn, a permanent allocation will be made. [redacted]

2. Significant Events During the Upcoming Week:

25X1

a. On 14 October, OL will provide a 40- by 80-foot tent, tables and chairs to support the Federal Women's Symposium. It is anticipated that over 550 people will attend this meeting. [redacted]

25X1

25X1

b. OL reports that a fan outage is planned on 10 October from 0700 to 1530 hours to perform preventive maintenance on some of the air handling equipment in the Headquarters Building. The outage will affect the B, C and D corridors on the south side of the seventh floor. These sections will be without ventilation during this period. An Employee Bulletin has been prepared and disseminated concerning this outage. [redacted]

25X1

Attachment: NHB Brochure (Orig. only)

S E C R E T

OL/NBPO WEEKLY REPORT - PERIOD ENDING 7 OCTOBER 1987

1. Progress Reports on Tasks Assigned by or of Interest to Senior Management:

None.

causing the remedial cleanup activity within the NHB.

2. Major Events that Have Occurred During the Preceding Week:

OL was tasked on independent firm

done a. ~~A surveyor has been tasked~~ to verify that the grading and site work by the New Headquarters Building (NHB) contractor in the areas between the northwest side of the NHB and the Printing and Photography Division building, has been done in accordance with the construction drawings and to recommend corrective action if required. ~~This is the area which flooded during the weekend of 12 September 1987.~~ *This survey* The area was monitored during the heavy rains on ~~Saturday~~ 3 October. ~~There was~~ *with* no evidence of water buildup or movement of soil. *The survey should be completed by 9 Oct.*

b. On 2 October ~~1987~~, Bigelow/Heuga (the carpet manufacturer for the New Headquarters Building [NHB]), delivered the fourth and final shipment of carpet to the Headquarters compound. The 14,346 square yards of carpet were off loaded and stored in the NHB for future installation. ~~Due to the late arrival of the last two trucks, the New Building Project Office and Facilities Management Division personnel worked until 2000 hours to unload the carpet.~~

OL reports from four tractor-trailers during
c. ~~Significant progress has been made in~~ the last two weeks in finishing the atrium area of the New Headquarters Building. The escalators have been enclosed, ceiling grids have been hung, and glass enclosures on the upper floors bordering the atrium have been started. All terrazzo work in the atrium has been completed.

d. On 30 September 1987, work began backfilling the excavation which holds the two large uninterruptible chilled water system storage tanks. Prior to backfilling, the tanks were pressure tested at 200 pounds per square inch. *See attached*

e. On ~~Saturday~~ 3 October ~~1987~~, a Bid Package 2 subcontractor struck and punctured a 12-inch underground domestic water line. A hole approximately two inches in diameter was punched into the pipe while the contractor was regrading an area near the water tower. Quick work by Allied averted any impact on the Headquarters building and *on the HQ compound* repairs by Allied were completed on 4 October. *completing*

OL reports that on the HQ compound
f. On 6 October, ~~1987~~, the last section of the concrete roof of the new South Loading Dock was poured. ~~This action completes~~ the structural shell of the new loading dock. ~~Centex advises that~~ Installation of the exterior precast concrete panels on the dock should start the week of 12 October. ~~The New Building Project Office, OL, is coordinating this activity closely with Facilities Management Division since there will be some disruption to mail and courier activities at the old south dock.~~ *to minimize*

the
Va. Department of Transp. has to
additional utility work being
Required in the project area by
Washington Gas & Light and C & P
Telephone Co.

yes / *pls include with*
OL was advised this week by

yes
STAT
STAT
The Virginia Department of Transportation (VDOT) project manager for the Route 123 realignment contract ~~has advised the New Building Project Office (NBPO), OL,~~ that ~~he expects~~ the completion date for the Route 123 project ~~to be extended.~~ The roadwork for the project is expected to be completed on 15 November ~~1987~~ vice 15 October, ~~1987~~. The total project completion date is expected to be extended from 30 November ~~1987~~ to 31 December, ~~1987~~. This extension will not affect other portions

yes
STAT
On 6 October, ~~1987~~, Chief, New Building Project Office, OL, met with the Chairman of the Board, Centex Corporation; the President of Centex; Vice President of Centex; and the General Services Administration Project Manager, to discuss the status of the New Headquarters Building project. Particular emphasis was placed on the Agency's need to prepare the building for occupancy by mid-January 1988. The Chairman of the Board appeared to be most cooperative and directed the President and Vice President to evaluate what resources would be needed to meet the Agency's schedule.

3. Upcoming Events:

None.

4. Management Activities and Concerns:

None.

Chief, New Building Project Office

D/OL
C/FMD/OL

OL/NBPO WEEKLY REPORT - PERIOD ENDING 7 OCTOBER 1987

1. Progress Reports on Tasks Assigned by or of Interest to Senior Management:

None.

2. Major Events that Have Occurred During the Preceding Week:

a. A surveyor has been tasked to verify that the grading and site work by the New Headquarters Building (NHB) contractor in the areas between the northwest side of the NHB and the Printing and Photography Division building has been done in accordance with the construction drawings and recommend corrective action if required. This is the area which flooded during the weekend of 12 September 1987. The area was monitored during the heavy rains on Saturday, 3 October. There was no evidence of water buildup or movement of soil. [REDACTED]

STAT

b. On 2 October 1987, Bigelow/Heuga (the carpet manufacturer for the New Headquarters Building [NHB]) delivered the fourth and final shipment of carpet to the Headquarters compound. The 14,346 square yards of carpet were off loaded and stored in the NHB for future installation. Due to the late arrival of the last two trucks, the New Building Project Office and Facilities Management Division personnel worked until 2000 hours to unload the carpet. [REDACTED]

STAT

c. Significant progress has been made in the last two weeks finishing the atrium area of the New Headquarters Building. The escalators have been enclosed, ceiling grids have been hung, and glass enclosures on the upper floors bordering the atrium have been started. All terrazzo work in the atrium has been completed. [REDACTED]

STAT

d. On 30 September 1987, an NHB subcontractor began backfilling the excavation which holds the two large uninterruptible chilled water system storage tanks. Prior to backfilling, the tanks were pressure tested at 200 pounds per square inch. [REDACTED]

STAT

e. On Saturday, 3 October 1987, a Bid Package 2 subcontractor struck and punctured a 12-inch underground domestic water line. A hole approximately two inches in diameter was punched into the pipe while the contractor was regrading an area near the water tower. Quick work by Allied averted any impact on the Headquarters building. Repairs by Allied were completed on 4 October. [REDACTED]

STAT

f. On 6 October 1987, the last section of the concrete roof of the new South Loading Dock was poured. This action completes the structural shell of the new loading dock. Centex advises that installation of the exterior precast concrete panels on the dock should start the week of 12 October. The New Building Project Office, OL, is coordinating this activity closely with Facilities Management Division since there will be some disruption to mail and courier activities at the old south dock. [REDACTED]

STAT

g. The Virginia Department of Transportation (VDOT) project manager for the Route 123 realignment contract has advised the New Building Project Office (NBPO), OL, that he expects the completion date for the Route 123 project to be extended. The roadwork for the project is expected to be completed on 15 November 1987 vice 15 October 1987. The total project completion date is expected to be extended from 30 November 1987 to 31 December 1987.

STAT
STAT

YES

NO

j. On 6 October 1987, Chief, New Building Project Office, OL, met with the Chairman of the Board, Centex Corporation; the President of Centex; Vice President of Centex; and the General Services Administration Project Manager, to discuss the status of the New Headquarters Building project. Particular emphasis was placed on the Agency's need to prepare the building for occupancy by mid-January 1988. The Chairman of the Board appeared to be most cooperative and directed the President and Vice President to evaluate what resources would be needed to meet the Agency's schedule.

STAT

3. Upcoming Events:

None.

4. Management Activities and Concerns:

None.

STAT

Chief, New Building Project Office

D/OL

C/FMD/OL

OL/FMD WEEKLY REPORT

PERIOD ENDING 7 OCTOBER 1987

1. Progress Reports on Tasks Assigned by or of Interest to Senior Management:

25X1¹⁰ a. The Employee Craft Show is on display in the 1D corridor of the Headquarters Building for the month of October.

2. Major Events that Have Occurred During the Preceding Week:

NO a. On 1 October, four representatives from the National Security Agency toured the Mail and Courier Branch ^{OL} ~~(M&CB)~~ to ~~During their visit, they observed~~ the Postal Section and the Internal Courier Section. ^{activities} After the tour, ~~of the Mail and Courier Branch,~~ the representatives explained their method of using a self-service center for processing their mail; All offices pick up their mail from one central point. NSA couriers deliver mail to 16 different buildings where the mail is again taken to a central area and slotted for office pickup. ~~After the visit,~~ NSA invited the Deputy Chief of M&CB to ~~visit~~ ^{tour} their mailroom.

25X1 NO b. On 2 October, ~~FMD~~ ^{OL} personnel unloaded four tractor-trailer loads of carpet for the New Headquarters Building. This carpet delivery was the last shipment (110 skids) coming in to be installed in the NHB. The carpet from this particular delivery is currently being stored in NHB. Bldg.

25X1 YES YES NO e. A single panel outage for OIT was held on Sunday, 4 October. The outage was to change the feed on one of the panels in the 1B27 computer center from normal power to UPS power. The power was turned off at 0700 hours and was restored at 0910 hours. No problems were encountered during the outage or in the power up of the equipment.

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S E C R E T

25X1

25X1

YES
G. During September, the Data Control Branch, Supply Division, updated 13,011 line items in the ICS with procurement information, which is an all-time high. This number excludes any procurement updating done through the Federal Automated Requisitioning System/ICS interface. [REDACTED]

25X1

NO
H. Data Control Branch (DCB) personnel completed the Inventory Control System (ICS) fiscal year closing process on 1 October 1987. There was a heavy workload for both ad hoc reports and purchase order information input for the last three weeks, but year-end processing was completed with very few problems. [REDACTED]

25X1

25X1

NO
I. The Standard Transportation Allotment (STA) database has been updated to allow for data entry for FY 88. Report programs have been modified to handle the projected increase in method codes (i.e., multiple monthly flights). Also, the User's Manual for STA has been updated and distributed to Transportation Management Branch [REDACTED]

NO
[REDACTED]

S E C R E T

S E C R E T

25X1

NO

NO

NO

25X1

N. On 5 October, four Supply Officer Trainees commenced a full-time 10-week Spanish Language Course offered by the Office of Training and Education. [REDACTED]

25X1
25X1

O. The Headquarters Property Accounting course is being conducted [REDACTED] from 6-8 October, with a total of 16 students in attendance. [REDACTED]

25X1

III. UPCOMING EVENTS:

NO

IV. MANAGEMENT ACTIVITIES AND CONCERNS:

NONE

25X1

S E C R E T

S E C R E T

Notes Not Used in Weekly:

25X1 NO
25X1
A. A member of OSB attended a How to Write User Documentation seminar sponsored by the Center for Executive and Professional Development, College of William & Mary, Williamsburg, VA, from 30 September-1 October 1987. [redacted]
[redacted]

NO
25X1
B. DCB is presently shifting the inventory demand records from period one to two, two to three, and three to four, in the ICS. This shift involves 12 statements that affect the quantity issued, quantity demand and number of requisitions.
[redacted]

S E C R E T

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C O N F I D E N T I A L
PROCUREMENT MANAGEMENT STAFF, OL
WEEKLY REPORT
Week Ending 6 October 1987

1. Status of Tasks Assigned by Senior Management:

a. FY 1987 Objectives Completed:

During this week, a report was provided on all staff MBOs. This report shows the completion as of 30 September 1987 of all assigned objectives which remained active in the fourth quarter of FY 1987.

b. Completion of Coopers and Lybrand (C&L) MBOs:

(1) A staffing study of the positions required for the Agency's contracting organization was completed and provided with recommendations to the Office of the Director of Logistics (D/L).

(2) ~~(2)~~ ^{OL} reported ^{ON 2 OCT} that the CIA Contracting Manual and the Guide for Solicitation Provisions and Contract Clauses ^{OL} have been completed and were delivered to Procurement Management Staff (OL/PMS) for distribution. The release of this manual represents the completion of a major milestone established as a C&L initiative for fiscal year (FY) 1987. ^{this week}

(3) Copies of Form 1218, Contract Data Summary and Routing Sheet, were distributed to all contract teams. A transmittal letter was also included, indicating that 1 October 1987 was the effective implementation date. Instructions were provided that the previous form should be destroyed. Additional copies of the form can be obtained from the supply room STAT basement. A workshop for briefing all contract personnel on the new Form 1218 will be held on 9 October at 1400 hours in Room will prepare diskettes of the new Form 1218 glossary to allow for automation of this form on the Wang systems. The briefing will be followed by a social hour.

2. Major Events That Have Occurred During the Preceding Week:

~~a. CONIF Yearend Activity:~~

The total number of contract and amendment actions input by OL during September 1987 was 3853, representing 29 percent of all

C O N F I D E N T I A L

SUBJECT: OL/PMS Weekly Report for 6 October 1987

actions input for FY 1987. This compares with 2874 actions input in September 1986, or 23.5 percent of the actions input in FY 1986. During the last two weeks of FY 1987, CONIF input 2107 actions compared with 1428 last year. The additional input for FY 1987 was accomplished in spite of 16 hours of system downtime in the last two weeks of the fiscal year. Had it not been for system downtime, all input by CONIF would have been completed by 2 October, as initially scheduled. Actual input was completed by 1330 hours on 3 October. [redacted]

b. FY 1988 Training Plan:

[redacted] reported that work has begun to retrieve training information for all procurement personnel from Wang files. This effort is in preparation for the submission and justification of the FY 1988 procurement training budget/plan. [redacted]

c. Financial Exhibits in Proposals:

[redacted] reported that the initial draft of financial exhibits, with instructions for completion, is available for review and comment by the contract teams. The proposed exhibits, a collaborative effort between OL/PMS and the Commercial Systems and Audit Division, Office of Finance (OF), will provide a standardized computer (PC) format for bidders to use in submitting proposals. The draft version is already being reviewed by an Office of Development and Engineering team for possible use in a request for proposal about to be issued. [redacted]

d. Visits to Industrial Artificial Intelligence (AI) Briefings:

[redacted] visited two computer companies for capabilities briefings on expert systems (a subset of AI). Firstly, Texas Instruments, Inc. (TI) of Falls Church is marketing an expert system "shell" (personal consultant) for use in developing specific expert system programs. Science Applications International Corporation has contracted with the Office of Research and Development (ORD) to teach some Agency personnel during October-November, using the TI shell. He also visited IBM of Gaithersburg; this firm is active in expert systems research and development and he discussed its progress in that area. [redacted]

C O N F I D E N T I A L

SUBJECT: OL/PMS Weekly Report for 6 October 1987

e. Possible Expert System Development for Procurement:

25X1 [redacted] ORD, visited personnel in Audit and Compensation Division, OF (payments), and Procurement Division, OL [fixed price (FP) contracts and small purchases], to discuss possible development in FY 1988 of an expert system for each of these areas. They concluded that the operations in each area is suitable for application of an expert system. The start of an expert system for payments should be delayed for about one year until the transition from CONIF to CLAS is further defined. They plan to review three other candidate areas in procurement and provide recommendations for management review and selection. [redacted]

f. Agency Contract Review Board (ACRB) Activity):

g. Training:

25X1 NO [redacted] is attending the Contract Process Course
25X1 [redacted] from 5 through 16 October. [redacted]

C O N F I D E N T I A L

SUBJECT: OL/PMS Weekly Report for 6 October 1987

3. Upcoming Events:

25X1 ² OL/PMS will continue its position of keeping senior management apprised of significant upcoming events as they are scheduled.

4. Management Activities and Concerns:

25X1 ¹⁰ is on annual leave from 30 September through 9 October.

C O N F I D E N T I A L

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PRINTING AND PHOTOGRAPHY DIVISION
WEEKLY REPORT FOR PERIOD OF
30 September 1987 - 06 October 1987

I. Status of Tasks Assigned by Senior Management:

None.

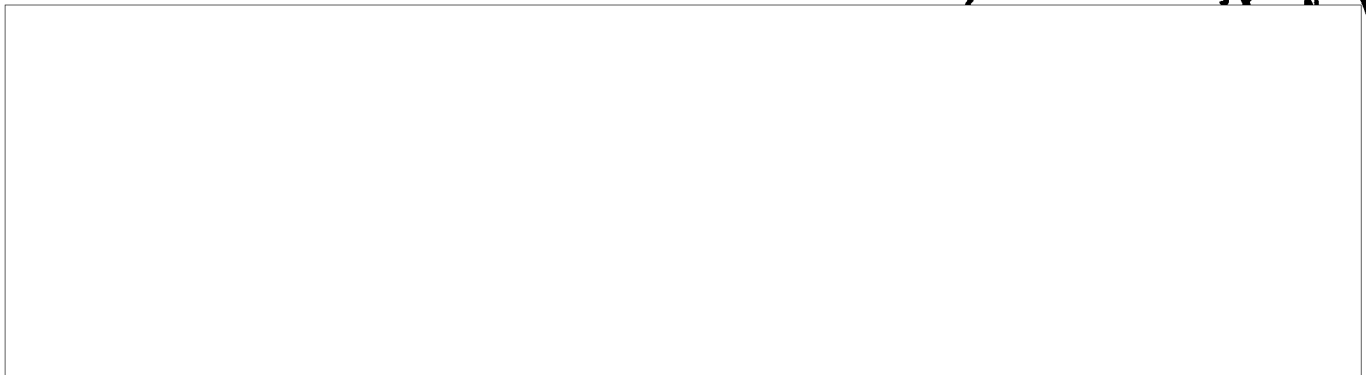
II. Items or Events of Major Interest that have Occurred
During the Preceding Week:

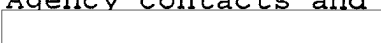
*ADD
pls insert
is aware of this &
ask pps to
keep him
informed.*


STAT

STAT

NO



~~B.~~ Last week representatives from the Office of Logistics, Printing and Photography Division attended the Congressional Budget Justification Books (CBBJ) contributors meeting held at the Community Headquarters Building. The meeting afforded an opportunity to meet the Agency contacts and discuss the production of the CBBJ's this year. 

C. The Office of Logistics, Printing and Photography Division delivered thirty advance copies of the CIA Contracting Manual ~~last~~ ~~on~~ ~~Friday, 2 October, as requested by the Office of Logistics,~~ ~~Procurement Division.~~ ^{and} The remaining copies of the Manual ~~were~~ delivered this week. This was a significant job in that it consumed a large amount of Division resources over several days. Much hand work was required in producing tabs, inserting covers and spines into sleeves of binders, collating, and inserting text and tabs into the binders. 

YES

STAT

NO

STAT

Administrative- Internal Use Only

NO
STAT
D. This week the Office of Logistics, Printing and Photography Division ran a full test of an FBIS Daily Report using the Autologic 70mm Microfilm Recording Unit (MRU). Initial results were satisfactory although some work on fine tuning the system to accommodate the Rachwal projection platemaker remains to be done. When completed, the MRU will provide complete pages on film for use in the platemaker without having to photograph and process the film as a separate operation. [redacted]

NO
STAT
STAT
E. The Office of Logistics, Printing and Photography Division (OL/P&PD) produced two rush jobs of significance this reporting period. On Tuesday, 29 September, OL/P&PD received a request for 1,000 additional copies of a previously produced Compensation Task Force letter. Delivery was made the next day and on Wednesday, 30 September, the DO Counter Terrorism Center requested 30 certificates with names imprinted for delivery on Friday. The certificates were completed and delivered to the requestor on time. (Linda [redacted])

YES
STAT
G. On Wednesday, 30 September, the Office of Logistics, Printing and Photography Division provided still and motion picture photographic support of the Agency's 40th Anniversary Ceremony. Photographic prints were completed by Friday afternoon and processing of the video tapes are underway. [redacted]

III. Upcoming Events:

None.

IV. Management Activities and Concerns:

None.

REAL ESTATE AND CONSTRUCTION DIVISION WEEKLY REPORT
FOR PERIOD ENDING 6 October 1987

1. Progress Report Tasks Assigned by Senior Management:

25X1 NO The following is a summary of requests for services received by Real Estate and Construction Division (RECD), OL during the week of 29 September-6 October 1987:

EBOB	9 requests	Cost TBD
EBOB	4 requests	\$2689.00

2. Major Events That Have Occurred During the Preceding Week:

25X1

S E C R E T

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SUBJECT: Real Estate and Construction Division Weekly Report
for Period Ending 6 October 1987

3. Upcoming Events:

None

4. Management Activities and Concerns:

None

25X1



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INFORMATION AND MANAGEMENT SUPPORT STAFF
WEEKLY REPORT FOR PERIOD ENDING 6 OCTOBER 1987

1. Progress Report on Tasks Assigned by the DCI/DDCI:
2. Items or Events of Major Interest that have Occurred During the Preceding Week:

A. DAS

25X1 NO (1) FCS (Field Computer System). On 29 September [redacted] OL/IMSS/TG gave a presentation on the converted version of the Logistics Automated Data System (LADS-III), to representatives from the Office of Development and Engineering (OD&E) and the Office of Information Technology (OIT). OD&E is considering replacing a LADS-II system, operating at an overseas site, with the LADS-III software that is being prepared for use with the Field Computer System. [redacted]

B. CLAS

25X1 NO (1) Cullinet Users Week: The CLAS team members attended the Cullinet User's Week in Anaheim, CA from 27 September to 2 October. The week featured informative classes on all aspects of Cullinet's product line, including classes for technical people, managers, users, and project leaders. The course content, for the most part, was useful. The D/L ordered an earthquake for us on Thursday morning, I think, to remind us that our attendance at future west coast "seminars" would be fewer in number. Message received. [redacted]

25X1 NO C. RECORDS MANAGEMENT

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INFORMATION AND MANAGEMENT SUPPORT STAFF
WEEKLY REPORT FOR PERIOD ENDING 6 OCTOBER 1987

D. REGULATIONS

(1) The following regulations originated in OL were submitted for publication:

[Redacted Box]

STAT

Projects on the Headquarters Compound

(2) The following regulation originating outside OL was coordinated and approved:

[Redacted Box]

3. Significant Events Anticipated During the Coming Week
4. Perspective of Staff Activities

[Redacted Box]